

Expert Reviews in Molecular Medicine

Instructions to Authors

These notes provide advice on content and layout of your article, and explain the editorial process. Please contact us if you have any further queries.

Journal aims

Expert Reviews in Molecular Medicine (ERMM) is an international online review journal published by Cambridge University Press. The journal is committed to the publication of authoritative, interesting and timely reviews of biomedical research for a wide readership. It is intended to support teaching, research and clinical work in molecular medicine.

The editorial process

Most reviews published in the journal are invited articles. Please advise us at the earliest opportunity if you anticipate not being able to meet the submission deadline, and also later dates agreed for the various stages of the editorial process. For our part, we will arrange anonymous peer review, and edit and publish your manuscript as soon as possible.

Pre-acceptance review

All articles in ERMM are peer-refereed by an average of three anonymous referees before final acceptance. Referees are principally asked to assess whether an article is accurate, fair and up to date. In addition, articles are assessed by our editors for clarity, completeness and style. Following positive pre-acceptance review, you will be asked to revise your article based on recommendations from the referees and editors, with a view to final acceptance.

We reserve the right to reject manuscripts that are scientifically inaccurate or do not

conform to the aims and remit of the journal; however, we will make every effort to work with you to produce an article that pleases everyone.

Editing and proofing

Following acceptance of the revised article, you will be sent copyright-transfer and honorarium forms. The revised article will then be copyedited for clarity, consistency, grammar and journal style; in addition, figures will be restyled or redrawn. The edited text (as a Word document) and separate figures will be returned to you as 'first proofs' for approval. Following correction of these proofs, 'page proofs' will be generated and sent to you for final checking.

Publication

Your article will be published on the Cambridge Journals Online website of Cambridge University Press (<http://journals.cambridge.org/erm>) in two versions: a web (HTML) version, which includes links from the reference list (for example to abstracts in PubMed); and an Adobe Acrobat portable document format (PDF or reprint) version. The review abstract will subsequently be listed by PubMed and other abstracting databases.

Open access

After acceptance, you will be offered the option of making your paper freely available via Cambridge Journals Online; for further

Contact details for *Expert Reviews in Molecular Medicine*:

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details of this initiative see <http://journals.cambridge.org/action/forAuthors?page=open>.

Writing your article

Your article should be written around the framework summarised in Box 1, and explained in more detail below.

The length of the article will depend on the scope of the subject area and its topicality, and both broad-ranging reviews and shorter, more-focused overviews are published in the journal. However, the article should not exceed 6000 words for the main text, and 150 references. In addition, please limit the number of figures and tables to six in total.

Reviews should aim to provide both an interesting introduction to the area for a wide readership and an authoritative, insightful and up-to-date summary for researchers in the field. Write in a clear and accessible but scholarly style, using informative figures to aid understanding and tables to collate findings.

First page(s)

Title

The title should be short but informative, and accurately reflect the article content.

Authors and contact details

Please limit the number of coauthors to five, and ensure that you have their agreement to be included. List a brief affiliation for each author (assigned with superscript numbers) below the author names; in addition, indicate the corresponding author with an asterisk and in this case provide a full postal address and E-mail.

Abstract

The abstract should introduce and describe the main points of the article in under 200 words. References should not be included. Emphasise the clinical implications of the subject area.

Keywords

Please supply 5–10 keywords for searching purposes.

Main text

Introduction

Ensure sufficient background is included at the start of the review, so that it is accessible to a wide readership; the target audience includes researchers and clinicians from various

Box 1. Essential parts of the review

Title
Contact details
Abstract
Keywords
Introduction
Main section, broken up by subject-specific subheadings
Discussion section, ideally entitled 'Clinical implications/applications'
Concluding section, ideally entitled 'Research in progress and outstanding research questions'
Acknowledgements and funding
References (including those cited in the main text and in figures and tables), ideally managed with Endnote
Further reading, resources and contacts (a brief list, especially of web-based resources)
Tables
Figure legends
Figures (at least one should be included)
Maximum article length: 6000 words (main text); 150 references; 6 features (figures plus tables)

disciplines, and undergraduate and postgraduate students of biomedical sciences and their educators. Technical terms and concepts specific to your subject area should be briefly defined or explained. Depending on the topic, a brief historical perspective and indication of current issues and aims in the field might be helpful.

Body of article

At this stage of the article, provide depth and insight for specialists in the field. Aim to provide comprehensive coverage within the scope of the subject area, and avoid dwelling on your own research. Write in a balanced style and reflect the consensus, but also comment on popular divergent views and provide evaluation and critical appraisal where appropriate. Include the field's most important and recent developments, and speculate on further ones, but do not discuss unpublished results.

Guide readers through your discussion with informative subheadings (three levels of

subheadings can be used). Avoid writing long lists of facts; instead, use tables to summarise findings, and provide explanation and comment in the main text. In addition, refer to figures to further explain or to summarise findings.

For information on nomenclature and other journal style points, see Box 2.

Clinical implications/applications

These should form an important part of your review. If not discussed throughout the article, a separate section should be included. Major clinical trials, both completed and ongoing, could be briefly described here.

Research in progress and outstanding research questions

This is likely to be one of the most interesting sections of the article. Comment on the most important unanswered questions in the field of research, or the ethical/clinical issues associated with them. How can they be addressed, and what are the existing and/or likely future barriers to doing so? Discuss the most interesting and innovative approaches being used in current research.

Acknowledgements and funding

Be brief and avoid the use of abbreviations for funding bodies. Include grant ID numbers where appropriate.

References

Please be prudent; list only the most significant primary papers, review articles and/or books. Please try to keep the number of references to fewer than 150.

References should be organised by reference management software, ideally Endnote, to allow easy adjustment if the order needs changing during the editorial process. We can supply you with an Endnote output style for automatic formatting into the correct journal style before submission of your article or after pre-acceptance review.

In the main text, references should be cited using '(Ref. 1)', '(Refs 2, 3)' in order of citation, before the sentence punctuation and not as superscripts. In the bibliography, references should be listed in the order in which they are cited in the text. Please check that no reference has been duplicated in the list. References should be styled as shown in Box 3. For journal articles, please list: (1) a maximum of three author names (where there are four or more, use the first author's name only, followed by et al.), (2) the year, (3) the full title of the article, (4) the journal title in full, (5) the volume number and (6) the entire first and last page numbers.

Articles that are 'in press' can be listed in the bibliography, but note that submitted papers that have not yet been accepted for publication should not be included. Please also avoid citing meeting abstracts and posters.

For books, please provide accurate information on author and/or editor names, year, chapter title, book or publication title, publisher and its city and country, and relevant page numbers.

Further reading, resources and contacts

Please compile a list of useful resources at the end of your article, together with a brief comment

Box 2. Journal style

- UK English is the standard for spellings. Note, however, that UK and US spellings are used in the reference list (i.e. titles as listed in PubMed).
- Abbreviations should be defined in full at first mention in the text.
- Gene and protein nomenclature. For human gene names, use style given by the HUGO Gene Nomenclature Committee (HGNC; <http://www.genenames.org/>); for protein names, use this style unitalicised if possible, or give this in brackets after the first mention of a protein if an alternative style is established in the field. For gene nomenclature in other species, please refer to appropriate organism-specific databases, such as Mouse Genome Informatics (<http://www.informatics.jax.org/>). For GPCRs and ion channels use style in International Union of Basic and Clinical Pharmacology databases (<http://www.iuphar-db.org/index.jsp>).
- Other nomenclature. For diseases, use UK spelling of names in Online Mendelian Inheritance in Man (<http://www.ncbi.nlm.nih.gov/sites/entrez?db=4/OMIM>); for drug names use style in the British National Formulary (<http://www.bnf.org/bnf/>); for viruses refer to the database of the International Committee on Taxonomy of viruses (<http://www.ncbi.nlm.nih.gov/ICTVdb/index.htm>).

Box 3. Reference styles for ERMM

Cite references in the text as '(Ref. 1)' and '(Refs 2, 6, 7, 8, 15)'. Style the references in the list as follows:

Journals

- 1 Carvalho-Pinto, C. et al. (2004) Leukocyte attraction through the CCR5 receptor controls progress from insulinitis to diabetes in non-obese diabetic mice. *European Journal of Immunology* 34, 548-55
- 2 Smith, E., Linen, C. and Davies, P. (1963) Prolonged survival of the p53-knockout mouse. *Pediatric Pulmonology (Suppl)* 1, 194
- 3 Clarke, L. (2008) The mucopolysaccharidoses: a success of molecular medicine. *Expert Reviews in Molecular Medicine* 10, e1

Entire books

- 4 World Health Organisation (1990) *Urban Air Pollution in the World*, Blackwell, Oxford, UK

Book chapters

- 5 Carr, T.F. and Chin, A.L. (1983) Cystic fibrosis. In *The Metabolic Basis of Disease* (6th edn) (Scribb, C.R. and Valley, D., eds), pp. 2800-2823, McGraw-Hill, New York, USA
- 6 Advisory Group of the Social Aspects of Air Pollution (1989) *Second Report: Ozone*, p. 89, Department of Health, HMSO, London, UK

Work in press

Note that the year of publication is not included in articles that are in press.

- 7 Bailey, A. Function of galectins. *Science* (in press)

Abstracts or reports at meetings

Avoid citing if possible; cite peer-reviewed primary publications instead. If essential, give full details of abstract in published conference proceedings or give a URL to an online abstract. Make preliminary nature of work clear in main text.

- 8 Velleman, S. et al. (2006) Phonological development in Williams syndrome. In *Proceedings of the International Clinical Phonetics and Linguistics Association* (31 May–3 June 2006; Dubrovnik, Croatia) (Horga, D. and Mildner, V., eds), 147, FF Press, Zagreb, Croatia
- 9 Tassabehji, M. et al. (2006) Gene dosage and Williams syndrome. Presented at the International Congress of Human Genetics (6–10 August 2006; Brisbane, Australia), <http://www.ichg2006.com/abstract/1137.htm>

Theses

Do not cite in the reference list and try to avoid citing in the main text [Smiley, A.J. (1997) PhD thesis. University of London, London, UK] – cite peer-reviewed primary publications instead.

Unpublished work

Avoid mentioning your own unpublished work (including submitted papers); where absolutely necessary, cite in the text only.

Sentence containing an unpublished fact (A.B. Anderson, unpublished).

Personal communication

Avoid mentioning others' unpublished work; where absolutely necessary, cite in the text only. Sentence containing an unpublished fact [D.G.B. Gibson (University of Cambridge, Cambridge, UK), pers. commun.]

Please forward correspondence to the Editorial Office from the 'communicator' showing that you have permission for the citation.

explaining content. Such resources might include relevant publications not listed in the main reference list, and electronic resources such as databases or disease pages in OMIM, and homepages of associations, professional societies or patient support organisations. Ensure URLs are up to date.

Tables

Tables should have a simple, single-sentence title. If possible, restrict the number of columns to five. Use lowercase letters to refer to footnotes, and list these alphabetically below the table. Abbreviations used should be defined in a list below the table, in alphabetical order.

References cited in the table should be included in the reference list.

Include tables at the end of the same Word document as the main text, not as separate files. Cite tables in order in the text as 'Table 1' and so on.

Figures

Illustrations can contribute significantly to scientific understanding and communication and thus are a key feature of our reviews. Please consider carefully which aspects of your review would benefit most from supporting figures, and include informative diagrams or photographic images with your article. After acceptance of your review, figures will usually be redrawn or restyled for consistency and quality, but at least basic figures need to be supplied with the original submission for peer review.

Figure legends

Use a simple, single-sentence title, and a self-standing figure legend that explains the figure in detail and defines all abbreviations used (even if already given in the main text). Use 'a', 'b', 'c' etc. to refer to different parts of the figure.

Graphics

For schematic figures, use simple, accurate graphics with short, informative labels and/or a key. If possible, use a good computer-drawing package such as Adobe Illustrator, Microsoft Powerpoint or ChemDraw to prepare your figures. Save all figures in the original drawing package format (with 'layers' if appropriate). For ChemDraw images, please supply the original ChemDraw files and also versions saved as eps files; for drawing packages other than Illustrator and Powerpoint, please also supply in an alternative format such as pdf, tiff, eps or jpeg.

For photographic images, please use colour rather than black and white where possible and include a scale bar, indicating in the legend what distance the scale bar represents. Scan images at 300 dpi in RGB, to a height of 10–15 cm, convert the file to CMYK and also supply in an alternative format such as a pdf, tiff, eps or jpg. For photographic images with embedded labels, please provide an unlabelled version as well. For very large figure files, higher-resolution versions can be sent by CD after acceptance if necessary; however, files that can be emailed are required for peer review.

Permissions

We prefer all figures in the reviews to be original; please try to submit only figures that have not been published before. However, figures should not constitute 'primary data'. For new photographic images showing examples of standard morphology or previously reported findings, original publications should be referred to in the legend.

If you need to include textual or illustrative material not in your copyright and not covered by fair use or fair dealing, permission must be obtained from the relevant publisher for the nonexclusive right to reproduce the material in all forms and media, including electronic publication. This can be done after acceptance of your article, and then correspondence showing permission has been granted should be forwarded to the editorial office with the revised article.

Clinical photos revealing patient identity should be avoided; in cases where this is not possible, patient consent must be obtained.

Copyright

The journal's policy, since 1999, is to acquire copyright in all contributions (see Box 4). A copyright-transfer form will be sent to you following acceptance.

Honorarium

As a token of our gratitude for your time and effort in writing and revising your article, we offer an honorarium to one author of the article. The honorarium form sent at the acceptance stage gives you two options: (1) to choose books or journals published by Cambridge University Press to a value of £140; or (2) to choose books or journals to a value of £75 and, in addition, to receive a free one-year subscription to ERMM (worth £74).

Ready to submit your finalised article?

Please email the article and figures to the Editorial Office (ermm@caret.cam.ac.uk) as separate text and figure files, and also as a combined pdf (with numbered pages) for peer-review purposes. We normally confirm receipt by email within a couple of days; if you do not receive confirmation then it is possible that we have not received the article.

Box 4. Copyright for articles and features published in ERMM

1 The Journal's policy is to acquire copyright in all contributions. There are two reasons for this: (a) ownership of copyright by one central organisation tends to ensure maximum international protection against unauthorised use; (b) it also ensures that requests by third parties to reprint or reproduce a contribution, or part of it, are handled efficiently and in accordance with a general policy that is sensitive both to any relevant changes in international copyright legislation and to the general desirability of encouraging the dissemination of knowledge.

2 Two 'moral rights' were conferred on authors by the UK Copyright Act in 1988. In the UK an author's 'right of paternity', the right to be properly credited whenever the work is published (or performed or broadcast), requires that this right is asserted in writing.

3 Notwithstanding the assignment of copyright in their contribution, all contributors retain the following non-transferable rights:

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Box 4. Copyright for articles and features published in ERMM (continued)

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